

Use of a Private Vehicle Instead of a State Vehicle

Reimbursement Rate – Private vehicle use is reimbursed at the rate of 38 cents per mile, or 56 cents per mile if a state vehicle is not available to the employee.

Private Aircraft Reimbursement Rate

If the traveler flies a privately-owned airplane, reimbursement will be at 56 cents per mile or the commercial airline fare, whichever is less, unless otherwise approved by the executive director or designee. Calculation will be based on air mileage, and is limited to the most economical, usually-traveled route.

Private Motorcycle Mileage Reimbursement Rate

Travel by private motorcycle will be reimbursed at 20 cents a mile.